



Approved For Release 2002/01/29 : CIA-RDP78-04723A000100150023-5

Executive Registry

U.S. DEPARTMENT OF COMMERCE  
NATIONAL BUREAU OF STANDARDS

WASHINGTON, D.C. 20234

July 1, 1968

IN REPLY REFER TO:

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MEMORANDUM

TO: Federal Departments and Independent Offices

SUBJECT: Formation and First Meeting of Working Group on  
Transition to Federal ADP Standards.

On March 11, 1968, the President approved the USA Standard Code for Information Interchange as well as related standards for recording the code on magnetic tape and paper tape, specifying that all computers and related equipment configurations brought into the Federal Government inventory after July 1, 1969 must have the capability to use the approved standards. The adoption of additional Federal ADP standards can be expected.

Making the transition to the use of these Federal ADP standards in Government ADP presents the users with complex and varied problems. It is our belief that planning guidance for making this transition can best be made available through the establishment of a working group whose principal function will be to provide such guidance.

A meeting of interested representatives is therefore called for 9:30 a.m., July 30, 1968 in Room 4817, Commerce Building, 14th Street, N.W. and Constitution Avenue, Washington, D. C. for the purpose of organizing the working group and developing a work program. It is anticipated that the meeting will continue into the afternoon.

The meeting and working group will be under the direction of Mr. L. L. Griffin, NBS Staff, telephone interagency code 164, extension 3545.

You are invited to send a representative if you are interested in participating in this organizational meeting or in the working group.

-2-

Additional information on the proposed purposes of this working group are attached as Enclosure 1. A draft agenda for the July 30 meeting is attached as Enclosure 2.

If you have questions please contact Mr. Griffin at the above address.

Sincerely yours,

A handwritten signature in dark ink, appearing to read "H R J Grosch". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

H.R.J. Grosch  
Director  
Center for Computer Sciences  
and Technology

Enclosures (2)